

**PROVIDENCE HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING: October 23, 2008**

**PHA Conference Room 100 Broad Street Providence, RI 02903**

**CALL TO ORDER**

**Chairman Waldman called the meeting to order at 5:00 p.m.**

**ROLL CALL**

**The Executive Director called the roll:**

**Present Absent**

**Paul F. Waldman**

**Dolores Cascella**

**JT. Taylor**

**Robert Clarkin**

**Dorothy Waters**

**Jaime Castillo**

**Nicholas Narducci Raymond Murphy (Excused)**

**John Igliazzi**

**Barbara Fields (Excused)**

**Hillary Silver (Excused)**

**Seven members were present, constituting a quorum.**

## **RESIDENTS' COMMENTS**

**There were no comments from residents.**

## **APPROVAL OF MINUTES (September 23, 2008)**

**Chairman Waldman called for approval of the September 23rd meeting minutes. Commissioner Cascella moved approval of the minutes. Commissioner Clarkin seconded the motion. A vote was taken. There being no opposition, Chairman Waldman declared the minutes approved.**

## **CHAIRMAN'S REPORT**

### **General Comments**

**Chairman Waldman stated that the Public Housing Association of Rhode Island (PHARI) is having their annual dinner on November 6th at 6 pm at the Crowne Plaza Hotel in Warwick. He invited all of the Commissioners to attend. Executive Director Stephen O'Rourke is the President of the organization.**

**Chairman Waldman also stated that the board retreat will be scheduled for next April. Beth will be checking with the commissioners to see which weekend in April is the best for everyone.**

**Chairman Waldman stated that the next meeting on November 13th will be the Annual Meeting. A wine and cheese reception will follow. The board elections, which are required every two years, will also be held. Commissioner Cascella is chairing the nominating committee, and anyone who wishes to serve as Chairman, Vice-Chairman or Second Vice-Chairman should speak with her.**

**Chairman Waldman stated that the Energy Performance Contract Media Event held on October 14th at Dominica Manor went very well. Senator Jack Reed, Representative Patrick Kennedy, Mayor Cicilline and representatives from HUD, Ameresco and National Grid attended. The event was covered by Channel 12 News, National Public Radio, The Providence Journal, and other local media outlets. The story was later featured in the Providence Journal, on NPR, and in some of the local business publications.**

## **COMMITTEE REPORTS**

### **Budget, Finance & Audit Committee**

**Commissioner Castillo presented the report to be entered into the record. [See the attached report.]**

### **Asset Management/Capital Improvements Committee**

**Commissioner Narducci presented the report to be entered into the record. The board unanimously voted to accept the report. [See the attached report.]**

## **Resident Services Committee**

**Talitha VanDenBerghe, Special Projects Officer, presented the report to be entered into the record. The board unanimously voted to accept the report. [See the attached report.]**

## **EXECUTIVE DIRECTOR'S REPORT**

### **Monthly Management Report**

**The Executive Director directed the board to review the Monthly Management Report for detailed information about the PHA's operations, in particular the section relating to the status of current capital improvement projects. The Finance section of the report has financial data only to the end of the fiscal year because closing out the books is a very time consuming job this year. The current PHA financial software application does not support the new HUD reporting requirements of a separate budget for each of the 9 Asset Management Projects(AMPs) and one for the Central Office Cost Center (COCC). Many manual adjustments must be made to complete the closing. We are working on securing a new software package for this new fiscal year, and we did end FY 2008 with a surplus in each of the AMPs and the COCC. The Executive Director invited the commissioners to contact him if they had any questions about the report.**

### **Update on Kimberly Dawley**

**The Executive Director stated that Kim, the PHA Human Resources**

**Manager, has been in RI Hospital being treated for leukemia for the past 5 weeks. She is completing some work from the hospital with a laptop computer. The treatment is going well, and she will be going home for a while soon, but her recovery will take some time. She thanks everyone for their cards and emails.**

### **Attention to Articles in Board Packet**

**Each month one or more articles related to public housing will be included in each Commissioner's packet in order to provide Commissioners with information on housing issues. This month's packet includes the following:**

- A Providence Journal article about the Energy Performance Contract.**
- An interview in the Providence City News with Executive Director Stephen O'Rourke about the Energy Performance Contract.**

### **Strategic Plan Follow-Up**

**The Executive Director stated that the Strategic Plan document has been completed and was distributed to the Commissioners at the last meeting. Chairman Waldman stated that he noticed one of the goals was for the Board of Commissioners to be more proactive, and asked if this was in relation to fundraising or other areas. The Executive Director stated that it could be in any number of areas, but suggested structuring committees more formally, having more formal committee reports, and having the committees visit the sites more often. He also mentioned that next year is the PHA's 70th Anniversary and that**

**we will be having a fund raising dinner event that the Board can participate in.**

### **New AMP Structure**

**The Executive Director stated that we are now creating reports for HUD based on the new Asset Management Project (AMP) system. There are 9 AMPS for our developments and one Central Office Cost Center (COCC) for the main office. The new list is as follows:**

**Old Proj. # Dev. Name AMP # AMP Name**

**01 Chad Brown 01 Chad Brown**

**10 Admiral Terrace 01**

**07 Sunset Village 01**

**02 Roger Williams 02 Coddington Court**

**03 Coddington Court 02**

**15 Scattered Sites 02**

**17 Scattered Sites 02**

**18 Scattered Sites 02**

**21 Scattered Sites 02**

**28 Scattered Sites 02**

**29 Scattered Sites 02**

**30 Scattered Sites 02**

**31 Scattered Sites 02**

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**40 Scattered Sites 02**  
**41 Scattered Sites 02**  
**42 Scattered Sites 02**  
**43 Scattered Sites 02**  
**04 Hartford Park 03 Hartford Park**  
**06 Hartford Park 03**  
**19 Hartford Park 03**  
**05 Manton Heights 04 Manton Heights**  
**08 Dexter Manor I 05 Dexter Manor**  
**14 Dexter Manor li 05**  
**09 Dominica Manor 06 Dominica Manor**  
**11 Carroll Tower 07 Carroll Tower**  
**12 Kilmartin Plaza 08 Kilmartin Plaza**  
**13 Parenti Villa 09 Parenti Villa**

**New HUD Monitoring System**

**The Executive Director stated that he had intended to do a full report on the new HUD Monitoring System, but that the system is still in formal comment period and therefore not final. For instance, they are considering doing away with the resident survey because HUD believes that the high scores on the survey can not be accurate. But Executive Director O'Rourke believes that the survey should be retained because it is the only outcome measurement in the Public Housing Assessment Survey, and the only way to find out how the primary stakeholders feel about how their housing authority is run.**

### **Portfolio Inspection Report (USIG)**

**The Executive Director stated that the PHA uses U.S. Inspection Group from Tennessee to inspect our buildings. The cost is low and they provide us with very thorough reports. USIG also does HUD REAC Inspections, although not in our buildings because it would be a conflict of interest. The USIG scores are usually 20% lower than the HUD REAC inspection scores. We have just completed the USIG inspections with an average score of 79%, and scores in the 90s for all the highrises. The HUD inspections are in progress, and the inspector has already visited Kilmartin Plaza, Dexter Manor, and Carroll Tower. The HUD scores for all three of these buildings are in the 50s, which are not passing scores, and are much lower than any scores the PHA has ever received. We have talked with HUD and been advised to appeal the scores. Our Asset Management Director, Marvin Carmody, has heard that the particular inspector that HUD sent to us was de-certified as a HUD inspector last year because of a**



large amount of complaints. He obtained a lawyer and became re-certified this year, but seems to be trying to cause problems to highlight his opinion that the HUD rules should be challenged. The PHA will be appealing many of the scores, which unfortunately is a time-consuming process.

#### **Capital Fund Financing Program Status Report**

The Executive Director stated that the work is progressing quickly. Status reports are included in the Monthly Management Report.

#### **Energy Performance Contract Status Report**

The Executive Director stated that the improvements are well under way. Status reports are included in the Monthly Management Report.

#### **HUD 504 & FH/EEO Status Report**

The Executive Director stated that we will be presenting for approval at the next meeting new policies and procedures for reasonable accommodations, as recommended by HUD.

#### **RESOLUTION(S)**

##### **Resolution #4169**

Resolution 4169 authorizes the acceptance of the Strategic Plan 2008 as the document to govern the future operations of the Providence Housing Authority. Commissioner Narducci moved approval with Commissioner Taylor seconding the motion. A vote was taken. There was no opposition by members present. Chairman Waldman

**declared the resolution passed.**

## **OLD BUSINESS**

**There was no old business to discuss.**

## **NEW BUSINESS**

**Councilman Narducci stated that he has received complaints from a constituent about a scattered site at 38-40 Henrietta Street. He drove by the property and found that there are cement poles from an old fence laying in the yard, and a broken kick-board on an outside stairway. The Executive Director asked if anyone had reported the problems to Maintenance. Commissioner Narducci stated that he does not know. Another scattered site on Oppen Street has screens torn off the windows, and trash in the yard and thrown over the fence.**

**The Executive Director stated that we have cited this tenant in the past, and will look into the problem and again charge the tenant for the damages.**

## **ADJOURNMENT**

**There being no further business, Chairman Waldman accepted a motion from Commissioner Waters, which was seconded by Commissioner Cascella, to adjourn the meeting at 5:40 p.m.**

**Submitted by:      Approved by:**

**Beth Herosy      Stephen J. O'Rourke**

**Recording Secretary      Executive Director**